



State of Arizona Department of Education

FY 2020 Computer Science Professional Development Program

Application Instructions

Release Date July 1, 2019

Due Date: On-going

How to Apply

This application must be submitted through the Arizona Department of Education's Grants Management Enterprise (GME) at <https://gme.azed.gov/>.

Contact Information

For programmatic questions and assistance, contact the K-12 Standards Unit at 602-364-1804.

For technical assistance with the online system, contact GME at 602-542-3901,

or email Grants@azed.gov.

*Please note, no technical assistance is available after 5pm

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Program Information and Overview

A.R.S. § 15-249.12 established the Computer Science Professional Development Program Fund consisting of monies appropriated by the state legislature, in addition to grants, gift, devices, and donations from any public or private sources. Monies in the fund are continuously appropriated and are exempt from the provisions relating to lapsing of appropriations. Participation in the Computer Science Professional Development Program is limited to the following:

* School Districts and Charter Schools that offer instruction in grades 9 through 12 AND School Districts and Charter Schools that **do not currently** provide high school computer science instruction or School Districts and Charter School will add a NEW Computer Science course to grades 9-12.

The goal of the Computer Science Professional Development (CSPD) Program is for school districts and charter schools to train teachers in computer science instruction that will lead to the offering of a computer science course in the near future. The funds from the Computer Science Professional Development Program Fund are intended to ensure all students have access to high quality computer science courses.

Priority is given to schools that are defined as a rural school as defined in section 15-249.13 and have at least 60% of student enrolled who are eligible for free and reduced-price lunches under the national school lunch and child nutrition act. Schools that do not meet these are not precluded and can still apply.

[5-249.13. Definition of "rural" for purpose of federal funding eligibility](#)

For the purpose of federal funding eligibility determinations that are made by the department of education and that involve the geographic location of a school district or charter school, "rural" means located either:

1. In a county with a population that is less than or equal to ten percent of the population of this state.
2. In a county with a population that exceeds ten percent of the population of this state but that is located more than ten miles from a municipality with a population of more than fifty thousand persons.

Application Process

Applications for the Computer Science Professional Development Program will be evaluated as they are submitted on a bi-monthly basis. Applications will be reviewed and participants will be contacted if they need to resubmit the application or if all of the requirements have been met. Applications are accepted, reviewed, and approved on a first come, first-served basis. This program will continue until all grant funds have been awarded.

* A rubric has been provided to assist in the completion of the application for this award. (Please see the Grants Management Resource Library under "K-12")

* Grant application must meet ALL the requirements to receive the funding.

* A maximum award of \$25,000 per school site can be awarded. Individual site budgets submitted within the funding application cannot exceed this amount.

* A two-week (14 days including holidays and weekend) request for information (RFI) period will be allowed to any applications that do not meet the scoring rubric requirements. After the two-week RFI period, grant applicant will be moved to the bottom of the application list. Any information provided after the two-week RFI period will only be reviewed if funding is still available.

Additional Requirements:

School Districts and Charter Schools that participate in the Computer Science Professional Development Program are required to submit an Annual Report six months following the award of the grant. The Annual Report will include details related to the following:

* The outcomes/goals achieved under the program

* How funds were expended under the program

Online Funding Application through GME

An Online Funding Application must be completed and submitted in GME. Incomplete applications will jeopardize program participation. Please note that grant technical assistance is only available until 5:00 pm.

The application consists of the following:

Funding application

Rubric

Application Process:

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Content Information Section:

Include LEA primary contact information and additional contact specific to this grant. Provide name, email, and phone number.

Program Narrative Questions:

1. Does your school offer computer science instruction in grades nine through twelve? Yes/No
If you answer yes, you are eligible to apply if funding will be used to create a new computer science course that is not currently being offered. If you answer no, you are eligible to apply for funding.
2. Is your school/district defined as a rural school under 15.249.13? Yes/No
3. Does your school/district have at least sixty percent of students enrolled who are eligible for free and reduced price lunches under the national school lunch and child nutrition act? Yes/No
4. Write three SMART goals related to computer science instruction. One goal must address professional development for teachers, a second goal must address a high-quality computer science course for students.
Goal 1
Goal 2
Goal 3
5. Provide estimated costs summary. (Note: Detailed budget line items must be entered on Budget Detail page under appropriate function/object codes). Grants will be awarded with a maximum allocation up to \$25,000. You may not request more than 15% of the total budget to be allocated for material, which includes; devices, hardware, and equipment.
 - a. Estimated instructor/vender cost:
 - b. Estimated participant salaries/stipends:
 - c. Estimated materials:
 - d. Estimated miscellaneous cost:
 - e. Total estimated cost:
6. If you listed expenditures in the miscellaneous category, please provide an explanation of what those expenditures would include.
7. How do you plan to use the money to provide quality training to perspective computer science teachers?
8. How many participants do you estimate will be trained with this funding?
9. Please provide an anticipated timeline that includes:
 - a. A start and end date for the proposed professional development,
 - b. the implementation of professional development activities,
 - c. the creation of a computer science course, and
 - d. the offering of a computer science course for students to begin within two years after funding begins.
10. Provide a detailed narrative regarding your training plan:

Assurances:

Please verify all information in this section and check the boxes before submitting your grant application.

1. We will offer a high quality computer science course for students beginning no later than two years after the grant is approved. This course will be aligned to the Arizona Computer Science Standards.
2. We will utilize the Computer Science Professional Development Rubric as a resource to implement our professional development plan under this grant.

3. All participants will complete the professional development proposed in the grant application. If participants do not complete the proposed professional development, we understand that grant funds will be returned to the Arizona Department of Education.
4. This grant application is submitted with the approval of the following:
 - Superintendent/Designee, Director of Curriculum and Instruction, and Director of Technology